

PLEASE HAVE THE FOLLOWING FOR EACH APPLICANT:

Instructions for Passport Execution at our Facility Only

* **Completed DS-11 Application** - (Sections 1-22 Only)

* **Proof of Citizenship:**

*For Adults (16 and older) Certified copy of Birth Certificate or Naturalization Certificate &/or previous Passport.

*For Children (15 and under) with a previous passport must have BOTH a certified copy of Birth Certificate and previous passport.

* **Submit a photocopy of the ID document (front and back) that you will present when you apply.**

*As a service we provide copies at \$1.00 per page.

* **1 Passport Photos**

* **\$25.00 Execution fee:**

*Payable to:

FORT BEND COUNTY DISTRICT CLERK
(ANY TYPE OF PAYMENT ACCEPTED)

NOTE: There is a convenience fee for Credit card payments.

PASSPORT FEE:

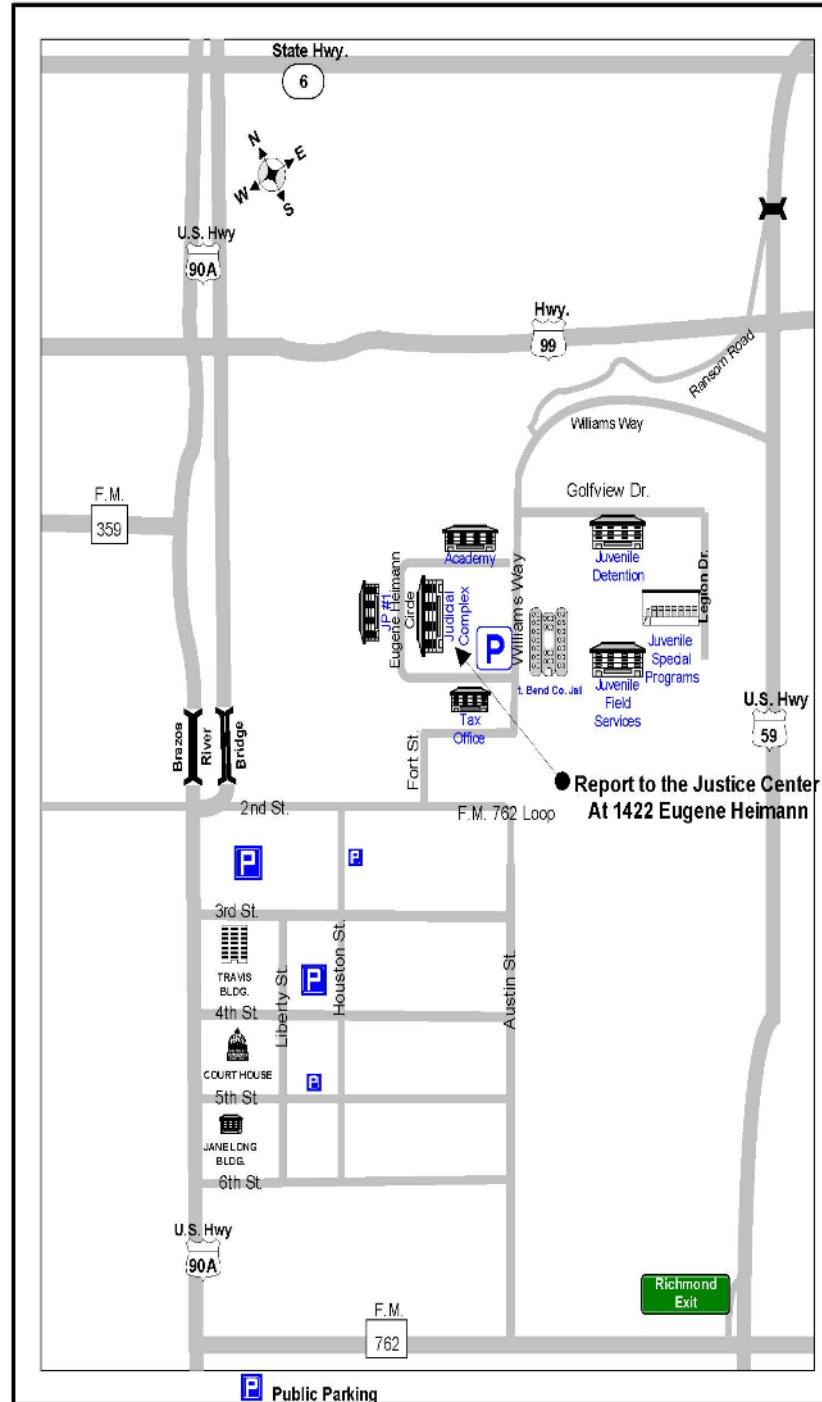
* Payable by:

CHECK OR MONEY ORDER ONLY
(Separate check/Money Order for each applicant)

* Payable to:

U.S. DEPARTMENT OF STATE

Revised 03-10-2011



Fort Bend County District Clerk Passport Acceptance Facility



Annie Rebecca Elliott
District Clerk
281-341-4517

Adult (Age 16 and older)

Note: Applicants age 16 & 17 must have
(1) parent present

CHECK OR MONEY ORDER PAYABLE TO THE:

U.S. DEPARTMENT OF STATE

(NO CASH OR CREDIT CARDS ACCEPTED)

***PASSPORT CARD ONLY:**

Routine Service:.....\$30.00

Expedited Service:.....\$90.00

***PASSPORT BOOK ONLY:**

Routine Service:.....\$110.00

Expedited Service:.....\$170.00

Expedited plus Express Mail:.....\$184.85

***PASSPORT BOOK AND *PASSPORT CARD:**

Routine Service:.....\$140.00

Expedited Service:.....\$200.00

Expedited plus Express Mail:.....\$214.85

Passport Card

The Passport Card is **NOT FOR TRAVEL BY AIR.**

The Passport Card can **ONLY** be used for land and sea travel between the United States, Canada, Mexico, Bermuda, and the Caribbean.

**** SUBMIT A PHOTOCOPY OF THE
IDENTIFICATION DOCUMENT PRESENTED.****

1) The photocopy must be of the ID document that you will present when you apply.

2) Photocopy must be on plain white, 8 1/2 x 11" standard paper.

3)The paper should be free of other images and/or markings.

ALL PASSPORT FEES SUBJECT TO CHANGE.

**FOR CURRENT FEE INFORMATION PLEASE CALL
OUR OFFICE AT:
(281) 341-4517**

or visit the

**U.S. DEPARTMENT OF STATE'S WEBSITE AT:
www.travel.state.gov**

or call the

**NATIONAL PASSPORT INFORMATION CENTER AT:
1-877-487-2778
Thank you.**

***CHILDREN (Age 15 and under)**

***ALL MINORS UNDER 16 YEARS OF AGE MUST HAVE
BOTH PARENTS PRESENT OR ONE PARENT AND A
NOTARIZED CONSENT LETTER OR DS-3053 FORM FROM
THE ABSENT PARENT ****ALONG WITH A COPY OF HIS/HER
IDENTIFICATION - FRONT AND BACK ******

CHECK OR MONEY ORDER PAYABLE TO THE:

U.S. DEPARTMENT OF STATE

(NO CASH OR CREDIT CARDS ACCEPTED)

*** PASSPORT CARD ONLY:**

Routine Service:.....\$15.00

Expedited Service:\$75.00

*** PASSPORT BOOK ONLY:**

Routine Service:.....\$80.00

Expedited Service:.....\$140.00

Expedited plus Express Mail:.....\$154.85

PASSPORT BOOK AND *PASSPORT CARD:

Routine Service:.....\$95.00

Expedite Service:\$155.00

Expedite plus Express Mail:.....\$169.85